

FIRE PROTECTION POLICY BOARD

MEETING

August 25, 2004

**General Administration Building
Olympia, WA**

Board Members Present: Buck Lane, Jennifer Gregerson, TJ Nedrow, Jim Broman, Joe Coultman, Sharon Colby

WSP Staff Present: Rob Neale, Sharon Aust, Ellen Tombleson

Standing Committee: Dave Wakefield, Chair-State Fire Defense Committee

Guests Present: Bill Flora

APPROVAL OF AGENDA-

Following introductions the agenda was approved as written.

APPROVAL OF MINUTES

MOTION: Jim Broman moved, and Buck Lane seconded to approve the following minutes, as submitted:

May 26, 2004 Regular Meeting
June 21, 2004 Work Session
July 28, 2004 Special Meeting

Motion passes. Unanimous.

REPORTS

EXECUTIVE SEARCH COMMITTEE – Judith Brighton from the Department of Personnel provided an updated on the recruitment for the State Fire Marshal. Currently there have been 20 applications received, with more expected before the September 3, 2004 closing date. Judith advised that she is pleased with the diversity in the pool, and that the search process is on schedule. Following discussion on the pre-screening and interview processes, Judith advised that she will get clarification on the pre-screening, interview and recommendation processes, and expectations from Chief Porter's office, ensuring that the Fire Protection Policy Board follows the responsibilities as dictated by the applicable RCWs. Subsequent to the meeting, Judith advised the Board, via email that she met with Diane Perry and in discussion regarding the next phase of the search process, she advised her that the Board is very committed to fulfilling its statutory responsibilities, and asked for some clarification of the Chief's expectations for this next part of the search. With regard to the "pre-screening" or interviewee selection process, Diane advised that the Chief is comfortable with, and appreciates the Board performing the pre-screening. Regarding the interview process, the Chief expects the Board to create an FPPB Subcommittee of no more than 4 or 5 representatives from the fire service community. While the makeup of this Subcommittee is the Board's decision, Chief Porter does request that it be as diverse in composition as possible with regard to gender, race/ethnicity and professional background. The WSP will then designate two individuals (one commissioned and one non-

commissioned) to sit on the interview panel. Judith advised that it is possible that a representative from the Governor's Office will also participate, as the finalist for the position will need to be approved by the Governor. It is understood that the Chief's prefers that there be no more than seven panelists for the interview.

Following the Department of Personnel's Candidate Pool Assessment, Judith will forward the viable candidates' materials to Ellen, for distribution to the Policy Board, prior to September 10. At this time, Sharon will decide whether it is necessary to call a Special Board meeting to review the viable candidates' materials to determine who will be invited for interviews, and to specify who will participate on the Interview Panel.

STATE FIRE MARSHAL – Rob Neale reported that The Bureau will begin the recruitment process for an Assistant State Fire Marshal (Inspection/Licensing/ Plan Review) once the State Fire Marshal has been named. The Chief Deputy State Fire Marshal position in the Inspection Program will be advertised this week. There are also some Deputy State Fire Marshal vacancies in the Inspection Division, along with a sprinkler investigator position.

The FTA is currently conducting a needs assessment, to identify needs, capacity and goals for the FTA. Rob requested that the Board advise him of anything they would like added to the survey. He also advised that the WSP Strategic Planning and Performance Section will be conducting a 50 state survey to determine how the FTA compares to other states as far as cost, programs offerings and subsidies. It is expected that the results from this survey will be available in the next few months.

Daily safety and operational checks are being done on all training props, with preventative maintenance checks conducted on a quarterly basis. As a result of a recently conducted Deficit Study at the FTA, 37 major deficiencies were identified. Director of Facility Operations, Ned Teodorovic will develop a prioritization scheme to address these deficits. As a follow up to the previously reported Contact Dermatitis/Water Study, Rob advised that another test sample was taken on August 11, and they are awaiting the laboratory results.

A firefighter census has been conducted, which shows the number of career and volunteer firefighters by region. The results from the census indicate that there are 6,559 career firefighters and 15, 098 volunteer firefighters, for a state total of 21,757. This information will be used by the FTA in their marketing plans.

Rob distributed a copy of the Fire Training Academy's Service Improvement Plan for 2004-2009. He advised that he is looking for insight and perspective from the Board, and requested that they advise him of any needed additions to the report. Jim Broman suggested stakeholders be included, as time allows.

Basic Firefighter Training Program - Chuck King provided an overview of the Basic Firefighter Training Program, detailing encumbrances and reimbursed funds. He also reviewed the new Excel application/agreement form, which allows for completion via the computer, instead of being handwritten. Chuck also advised that a column has been added to the form to collect information on career/volunteer status. Challenges for the program include rewriting of the program manual, updating of the task books to them up to the 2000 Edition of NFPA 1001. Chuck is also working on restructuring the Regional Network News.

Chuck provided an update on the National Fire Academy's Direct Delivery Classes. Nine direct delivery classes were received for the state, one is scheduled in each region for the upcoming fiscal year. For these classes, the instructor and all course materials are supplied by the National Fire Academy. Jim Broman commented that although there is one class per region, in some cases one class may only have 4 attendees, and in another region the class could be filled, and probably be able to fill two classes. Chuck advised that he would be tracking this and will provide an analysis once the classes have been completed and will use the data in planning for the next round of direct delivery courses.

Chuck reported that planning for the Fallen Firefighter's Memorial is underway, and everything seems to be on schedule. The Memorial will be held on October 3 at the Worthington Center at St. Martin's College in Lacey.

E-911 Committee – Joe Coultman advised that he has been appointed by the State Council of Firefighters as their representative on the E-911 Committee. Following discussion on the merit of Joe acting as the representative for both the State Council and the Policy Board, it was agreed that the Washington Fire Commissioners would be contacted to seek a county representative that has an understanding of public safety, as the previous position on the E-911 Committee from the Policy Board was a County representative. Joe advised that in the case that the county representative could not attend, he would be able to fill in.

State Fire Defense Committee – Dan Johnson provided information on the 2004 fire mobilizations. Dave Wakefield advised that the State Fire Defense Committee is working on new terminology that will be presented in October.

Joe Coultman provided an overview of opinions expressed at the Washington Council of Firefighters convention regarding the portal to portal pay issue, and advised that the Council is looking at this very seriously. Dave Wakefield clarified that there was absolutely no intention of "union-busting" in this change. Dave further clarified that there is no employee-employer relationship between mobilization and any agency. Section 14 states that when a person is off **duty and free to do whatever**, that the fire cannot compensate for that particular time. How the individual fire agency chooses to deal with that, is their own call. Each agency needs to choose whether they will respond under the rules of mobilization. If they choose to respond, their reimbursement will be paid as outlined in Section 14, how they choose to reimburse their employee is the agency's responsibility. In further discussion, it was agreed that the current wording in Section 14 needs to be changed to eliminate the word employee in the statement that "fire agency personnel compensated by their home agency that are tasked to state mobilization will continue to be employees of that agency at all times. Reimbursement compensation of fire agency *employees*..." It was agreed that this statement should read "Reimbursement compensation of *fire agency costs*..." It was agreed that this clarifies the intent, which is to reimburse the fire agencies. Dave advised that he will re-word this and will present an entire draft of the plan for the Board to review around the first of October, to be approved at the November meeting.

State Interoperability Executive Committee- Jim Broman provided a brief report advising that the Interim Plan has been in place since March. The Interim Plan primarily effects state agencies and reconfigures existing radio frequencies into a scheme that will allow inter-disciplinary communications. Work is also being performed on developing interoperable cross-bend technology that will be available. The next major effort is to survey local governments,

which will be performed over the balance of this year. The SIEC is scheduled to meet again in September.

Training Advisory Committee - TJ Nedrow advised that Eric Quitsland is out of town until August 30, and not available to provide a report at today's meeting. TJ reported that at the end of the last meeting, assignments were given and workgroups formed. Concern was raised that there does not appear to be overall coordination of the workgroup. Rob Neale advised that he, Steve Kalmbach and Anjela Foster will meet to identify a staff person who will act as the single point of contact for the Committee. Rob advised that once they have met and identified the staff person assigned to the Committee, it will be mailed out to the Board.

Decision Item - Accreditation of King County Fire Training Officer's Association Officer's Development Academy.

MOTION: Jim Broman moved and Joe Coultsman seconded to accredit the King County Fire Training Officer's Association Officer's Development Academy.

Motion passes. Unanimous.

At the conclusion of the motion, TJ questioned if there is some type of communication that goes back to the Committee members advising them of the outcome of the Decision Item and thanking them for their efforts. Following discussion, it was agreed that Ellen will prepare a letter from the FPPB Chair recognizing their efforts.

Information Item – Rob Neale presented the Information Item relating to the Accreditation of NFPA 1003, Airport Firefighter by the International Fire Service Accreditation Congress. Rob advised that IFSAC has approved the Accreditation of NFPA 1003, Airport Firefighter, and work will continue to move forward.

Old Business –

- Board Logo – Jennifer Gregerson provided some ideas on a FPPB logo. Following discussion on concept of the logo, and what message it should convey, it was agreed that Jennifer will continue to develop logo samples, and anyone with ideas should forward them to Jennifer.
- Annual Report – TJ and Joe advised that they will forward their updated information for the Board's Annual Report. Jennifer offered to begin drafting the Highlights section.

New Business –

- Jim Broman reviewed the FPPB's 11 policy statements and advised that he feels three of the policy statements bear directly on this issue. Following discussion on minimum standards, it suggested that the FPPB have further discussions with staff and stakeholders to determine the pros/cons, costs and impacts. Joe advocated reaching out to the constituencies to determine their thoughts. It was agreed that this issue be tabled to obtain input and discuss in depth at a future meeting.

Meeting adjourned at approximately 12:30

Next Meeting(s):

November 10th, 2004

Work Session – 9:00

Regular Meeting – 10:30

General Administration Building

Olympia, WA.

Approved:

Sharon Colby, FPPB Chair

(Date)